



GOVERNMENT OF THE REPUBLIC OF MALAWI

MINISTRY OF EDUCATION

REHABILITATION OF CONVENTIONAL SECONDARY SCHOOLS

REQUEST FOR EXPRESSION OF INTEREST CONSULTING SERVICES – CONVENTIONAL SECONDARY SCHOOL

NATIONAL COMPETITIVE BIDDING

- 1.0** The Government of Malawi through the Ministry of Education has budgeted funds for the rehabilitation of Conventional Secondary Schools (Blantyre Secondary School, Chichiri Secondary School, Lilongwe Girls Secondary School, Magawa Secondary School, Mzuzu Government Secondary School, Dedza Secondary School as well as Mzimba Secondary School and it intends to apply part of the funds towards Building Surveys and Production of Bankable Documents for the projects.
- 2.0** The Ministry of Education invites suitably qualified consulting firms (Consultants) to submit sealed Expressions of Interest (Eoi) for rehabilitation works (production of drawings and bills of quantities) for the Conventional Secondary Schools. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to provide the services.
- 3.0 Qualification on the field of assignment**

The assignment is expected to be conducted by a firm that has a multi-disciplinary team of experts. As a guide, the following experts will be required at a minimum. Attach signed CVs:

 - a) Team Leader/Architect**

Degree in Architecture with at least 10 years' experience including the designing of education facilities and must be registered with the relevant professional bodies;
 - b) Quantity Surveyor**

Bachelor of Science in Quantity Surveying with at least 7 years' practical experience and must be registered with the relevant professional body;
 - c) Structural Engineer**

Bachelor of Science in Civil/Structural Engineering with at least 7 years' practical experience and must be registered with the relevant professional body;

d) Environmental and Safeguards Specialist

Bachelor of Science in Environmental Sciences with at least 7 years' practical experience and must be registered with the relevant professional body;

- 4.0** All the firms should be eligible by showing their legal status in accordance with Malawian laws and regulations such as:
- a. Registrar of Companies Certificate
 - b. Valid Tax Clearance Certificate
 - c. Valid NCIC Registration
 - d. Core business and years in business
- List of at least three (3) similar works in the recent five years including that for Ministry of Education, if any.
- e. Client references
 - The consultant should provide traceable references of past clients for which similar services have been provided. The information shall include addresses, contact numbers and persons and email address.
 - f. Financial Strength
 - Audited accounts covering the past 3 years

5.0 Electronic bidding is **not** allowed.

6.0 Bidders **must** submit one '**Original**' and "**Three (3)**" copies of the Expression of Interest

7.0 **Before submission, bidders will be required to register their bids in Room 71**

8.0 **Mode of submission**

Bid documents must be deposited into a *Tender Box* before **10:00Hours local time on 18th October, 2024, after registration in Room 71**, with following submission details:

The documents should be clearly labelled "**Expression of Interest for Consultancy services for "Rehabilitation of Conventional Secondary Schools"**" and addressed to

The Chairperson,
Internal Procurement and Disposal of Asset Committee
Ministry of Education
1st Floor near Conference Room
Private Bag 328
Capital Hill
Lilongwe, Malawi

- 9.0** For any enquiries please contact the following:
Telephone: +265995 399 754/ +265995 554 448/+265 1 789 153
E-mail: procurement@education.gov.mw or issa.suwedi@education.gov.mw or kvchiphiko@education.gov.mw

- 10.0** Late bids will be rejected and returned unopened. Bidders and/or their representatives and members of the general public may attend the opening of the bids at 10:00Hours local time on 18th October, 2024.
- 11.0** Bids will be evaluated in accordance with the Public Procurement and Disposal of Assets Act of 2017.
- 12.0** Participation is open to all eligible bidders.
- 13.0** Only shortlisted Contractors shall participate in the final stage.

SIGNED

INTERNAL PROCUREMENT AND DISPOSAL OF ASSET COMMITTEE CHAIRPERSON

MINISTRY OF EDUCATION